

CHAPTER 45. ISSUE A CERTIFICATE OF WAIVER OR AUTHORIZATION: SECTION 91.311 (BANNER TOWING)

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODE: 1220.

2. OBJECTIVE. The objective of this task is to determine if an applicant is eligible for issuance of a certificate of waiver or authorization for banner tow operations. Successful completion of this task results in issuance of a certificate or disapproval of the application.

3. GENERAL.

A. Authority. Title 14 of the Code of Federal Regulations (14 CFR) part 91, § 91.311, provides for the issuance of a Certificate of Waiver or Authorization for aircraft banner tow operations.

B. Definition. A banner is an advertising medium supported by a temporary framework attached externally to the aircraft and towed behind the aircraft.

C. Eligibility. Operators of either standard or restricted category aircraft may apply for a certificate to engage in banner tow operations. Operators of restricted category aircraft may also be required to operate under the provisions of a waiver to part 91, § 91.313(e).

D. Federal Statutory Mandates. See Appendix 5, Reference Information: Public Laws Associated with Tasks of this Handbook, for guidance regarding applicable statutory mandates for banner tow operations. Please note: This information is subject to change or cancellation.

E. Forms Used. Federal Aviation Administration (FAA) Form 7711-2, Application for a Certificate of Waiver or Authorization (Figure 45-1), is a multipurpose form used to apply for FAA Form 7711-1, Certificate of Waiver or Authorization (Figure 45-2). The items that apply to banner tow operations are listed in section 2, paragraph 3C.

F. Submission. An applicant requesting a certificate is responsible for the completion and submission of FAA Form 7711-2. The application should be submitted a minimum of 30 days before the banner tow activity will take place.

G. Approval or Disapproval.

(1) Applications for banner tow operations are processed at the Flight Standards District Office (FSDO) having jurisdiction over the area where the banner tow operator's principal business office is located. An approved FAA Form 7711-1 or disapproval of the application must be issued by the FSDO as soon as possible after receipt of the application. Upon approval, FAA Form 7711-2 becomes a part of FAA Form 7711-1. The FSDO manager or a designated representative signs the certificate upon approval.

(2) When an operator is issued an authorization for a specific geographic area and wishes to operate in another geographic area, there is no need to issue another authorization. The original issuing FSDO will amend the authorization to include the new jurisdiction by amending the authorization, keeping the original expiration date. If the operator wishes to operate nationally, it is acceptable to issue an authorization for the "Contiguous United States."

H. Expiration. FAA Form 7711-1 expires 24 calendar-months from the date of issuance. A certificate may be reissued after a properly completed FAA Form 7711-2 is submitted to and processed by the FSDO.

I. Change of Status of FAA Form 7711-1. Since the events of September 11, 2001, and the development of new security standards associated with temporary flight restrictions (TFR) over major events, it is now necessary to assure that the issuance of authorizations for banner tow operations are listed on the regional list of banner tow authorizations available to Transportation Security Administration (TSA) through the FAA Regional TSA Liaison aviation safety inspector (ASI). TSA, in coordination with air traffic control facilities, issues waivers to operate within that airspace. In a recent incident, a TSA waiver was issued to an operator whose previous FAA authorization had expired or was rescinded. With increased security concerns, TSA needs to have a complete listing of current banner tow authorization holders and immediate notification of status changes

(i.e., termination, expiration, or revocation). If there are questions or concerns regarding the authorization or airspace, contact the FAA regional liaison ASI.

J. Vital Information Subsystem (VIS) Office File. The inspector should establish an operator VIS record of all operators issued certificates, except for those operators issued a certificate for a one-time operation.

4. REVIEW OF FAA FORM 7711-2. Upon receipt, the application should be reviewed for obvious discrepancies. The information submitted by the applicant on FAA Form 7711-2 must not be altered by the issuing office. In the event the application is not correct, it should be returned to the applicant immediately.

A. Items 1 and 2. If the applicant is a representative of an organization, the organization's name should appear in item 1. The name of the individual and his/her position or authority to represent the organization (e.g., the "responsible person") should appear in item 2. If the applicant is not representing others, the term "N/A" should be entered in item 1 and the applicant's name entered in item 2.

B. Item 4. A pilot of a civil aircraft may conduct banner tow operations in accordance with a Certificate of Waiver or Authorization issued by the Administrator.

C. Item 5. It is sufficient for the applicant to use the term "aerial advertising/banner tow operations" to describe the type of operation.

D. Item 6. The applicant should list the geographic area(s) where the banner tow operation will be conducted. If the operator has a national operation, it is acceptable to issue an authorization for the "Contiguous United States." If the operator wishes to include those states or territories outside the contiguous United States, such as Alaska or Puerto Rico, simply add them.

E. Item 7. The applicant should list the dates for the banner tow operation in this item. The dates requested must not exceed 24 calendar-months. In cases involving one-time operations where the applicant has not indicated an alternate date, the inspector should advise the applicant to request alternate dates in order to prevent the need for reapplication.

F. Item 8. At the time the application is submitted, the applicant may not know the names of the pilots or the aircraft to be used in a particular banner tow

operation. The application may be accepted with a notation in item 8 that a list will be provided at a later specified date. This list must be presented before the certificate is issued.

5. CERTIFICATE ISSUANCE.

A. Inspector Considerations.

(1) Banners. The inspector must determine whether the banner will create a hazard to persons or property if deliberately or inadvertently dropped. It should be noted that a banner tow operation is conducted "around" an open air assembly rather than "over" an open air assembly of persons, so the likelihood of dropping a lead banner pole on an assembly of persons is reduced. Most banners are constructed so that they perform as a self contained parachute with the weighted lead pole descending at an arrested rate when released.

(2) Competency.

(a) Pilot Competency. The inspector must be satisfied that all pilots listed on the application are competent to perform their duties by confirming each pilot has:

- A reliable record of past experience
- Demonstration of sample pickup to a FSDO operations inspector
- A reliable record of successful completion of a banner towing training program

(b) Operator Competency. At least one pickup and drop of the maximum number of letters (panels) to be used by the certificate holder must be demonstrated. This demonstration should be observed from the ground to allow the inspector to evaluate the competence of any essential ground personnel as well as the flight operation.

(3) Pilot Credentials. When banner tow operations are conducted for compensation or hire, the pilot must have at least a limited commercial pilot certificate (without an instrument rating) and at least a valid second class medical certificate. An instrument rating is not a requirement for this operation.

(4) Role of Ground Personnel. Satisfactory coordination of ground crew signals can be critical to banner tow operations. Ground crews lay out the banner, elevate the top of the lead pole for pickup,

retrieve the banner after the drop, and, if necessary, signal the correct approach to the pilot.

B. Guidelines for Issuance of the Certificate.

(1) *Altitude.* Requests for exemptions to the minimum safe altitudes of part 91, § 91.119 must be denied without exception.

(2) *Ordinances.* The operator is responsible for acquiring knowledge of State and local ordinances that may prohibit or restrict banner tow operations. FSDO knowledge of such State and local ordinances is helpful in assisting applicants.

(a) If an issue or question arises concerning State or local government regulations that have the purpose or the effect of regulating FAA authorized banner towing in a manner that would affect airspace management or aircraft flight and operations, or that would otherwise interfere with Federal policies or regulations, the inspector must immediately contact the Regional Counsel's Office. That office, in coordination with the Office of the Chief Counsel, FAA Headquarters, has responsibility for responding to the issue or question.

(b) The inspector must *not* insert into the "Special Provisions" section of FAA Form 7711-1 any language relating to the application of State or local law (including regulations, ordinances, etc.) to banner tow operations authorized by the certificate, including the legal responsibilities of banner tow operators to comply with State or local regulations prohibiting or restricting banner tow operations.

(c) On the first page of the Certificate of Waiver or Authorization Form 7711-1, below "Standard Provisions" and directly above "Special Provisions" appears a "NOTE" concerning waiver of State law or local regulations. This boilerplate "NOTE" has no legal effect and should be disregarded by inspectors. This is a disclaimer of responsibility by the FAA for the enforcement of State or local ordinances. Direct any questions received concerning this "NOTE" to the Regional Counsel's Office.

(d) The FAA does not regulate the content or messages displayed on banners towed by aircraft. Contact the Regional Counsel's Office for further information.

(e) *Site Inspection.* Before the initial issuance of a certificate to engage in banner tow, the inspector should conduct a site inspection.

(3) *Geographic Area.* The authorized geographic area should be limited to the issuing

FSDO's geographic area. If the applicant has requested operations outside of the jurisdictional FSDO, the issuing FSDO must amend the authorization to include the requested jurisdiction as well as assure that there is coordination between the affected FSDO(s). The noncertificating FSDO should be made aware of operations in its district. While it is the operator's responsibility to make the notification, the FSDO that issued the certificate should follow-up to ensure that the non-certificating FSDO was informed. It is the operator's responsibility to contact the added jurisdictional FSDO to be issued whatever special provisions necessary that may be specific to that geographic area.

C. Banner Pickup and Drop. Some airports are not large enough for the pilot to maneuver into a proper wind orientation and do not have a staging area suitable for banner tow operations. Therefore, the inspector must ensure that pickups and drops can be made without compromising the safety of persons, equipment, or property on the surface. The pickup and drop must be in an area free from use by the public, employees other than ground crew, and from property on the surface. Preferably, the pickup and drop area should be located away from active runways and taxiways, unless the banner tow operator has an agreement with the airport operator to use these areas. If a runway or taxiway is used, the banner tow operator and the airport operator should cooperate in the preparation of an appropriate notice to airmen (NOTAM). The airport should have a clear approach path to the drop area that allows a safe banner drop operation. The operator should take into account the lowest point on the trailing banner when determining a helicopter's correct flight altitude. For safety purposes, the altitude should be sufficient for the aircraft and trailing banner to comply with § 91.119(b)(c). Some banners may extend more than 250 feet behind the aircraft.

(1) *Pickup.* During pickups, a moderately steep maximum performance climb should be used to snatch the banner and avoid dragging it. In no case should the lead pole contact the ground after pickup.

(a) *Aerial Pickup.* The banner should be laid out flat on the ground within 30 degrees to the wind. Check the attach points at the top of the poles to ensure that the rope will slip off the top smoothly. The slip loop should travel freely so the grapple hook can engage and tighten the slip hook.

(b) *Ground Pickup.* The banner should be laid out within 30 degrees of the aircraft heading. This prevents entanglement of the banner.

(2) *Drop.* The drop approach path should be into the wind and conducted at a sufficiently high altitude to allow the pilot to descend at a moderately steep angle when approaching the drop zone. If the release mechanism fails, the pilot must be in a position to make an aborted drop (“go around”) and climb so that the lead pole does not hit the ground. The pilot must maintain sufficient speed and altitude to maneuver in the case of an aborted drop and recover without the banner contacting the ground.

D. Helicopter Banner Towing. The inspector must ensure that means are provided to prevent the banner from becoming entangled in the helicopter’s tailrotor during all phases of flight, including autorotations. (The only way to prevent the banner from tangling in the tailrotor during autorotation may be to jettison the banner.)

(1) A 14 CFR part 133 operator may tow a banner using an external-load attaching means without a certificate of waiver. However, the part 133 operator must have at least a Class B authorization on the part 133 operating certificate and comply with part 133 during the aerial advertising operation.

(2) Every banner tow certificate involving the use of a helicopter should include the following special provision: “The provisions of § 91.119(d) are not applicable when operating under the terms of this waiver. Operations over congested areas or open air assemblies of persons must not be lower than 1,000 feet above the highest obstacle within a horizontal radius of 2,000 feet and operations elsewhere will be conducted in compliance with § 91.119(c).” Figure 45-3 contains additional, suggested special provisions that may be included with a helicopter banner tow certificate.

E. Restricted Category Civil Aircraft. Restricted category civil aircraft or aircraft that have been issued Special Operating Limitations cannot be operated over congested areas unless a waiver to § 91.313(e) has been issued. Some aircraft equipped with banner tow hitches and most aircraft equipped with industrial

nighttime lightsigns are certificated as restricted category aircraft.

F. Weather Limitations. Normally, banner tow operations are limited to day, visual flight rules (VFR) only operations. However, the inspector may wish to consider additional weather limitations (for example, crosswinds or high winds) based on the area of operation and equipment/aircraft used.

G. Special Provisions. Special provisions are issued in the interest of safety and become a part of the certificate. These provisions may be issued because the proposed operation uses nonstandard equipment or for other reasons such as geographical considerations, pilot limitations, air traffic control limitations, or weather conditions. Provisions appropriate to the safety of the operation should be prescribed by the FSDO. Noncompliance with the provisions attached to the certificate is noncompliance with the certificate (see Figure 45-3 for a sample of special provisions).

H. Change of Pilots and Aircraft. The certificate holder must maintain a list of all pilots and aircraft to be used in the operation. For ease of update, pilots and aircraft should be listed on a separate page and attached to the certificate. Whenever there is a change of pilots or aircraft, the FSDO must be notified at least 5 days in advance of the first date the aircraft or pilot is scheduled to operate. The FSDO must approve the change before the operation involving the new pilot or aircraft takes place. In the case of newly acquired aircraft, especially a restricted category aircraft, an airworthiness inspector may choose to inspect the aircraft.

I. Operator Responsibility. Operators who hold a certificate have the responsibility to train each new pilot in banner tow operations and in the special provisions of the waiver.

J. Adherence. The FAA inspector determines compliance with the certificate and the attached special provisions by an on-site inspection. Failure to comply with the certificate and the attached special provisions may constitute justification for rescinding the certificate.

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of FAA policies, the regulatory requirements of 14 CFR parts 61 and 91, and qualification as an aviation safety inspector (operations).

B. Coordination.

(1) This task requires coordination with the airworthiness unit and/or the aircraft certification office.

(2) This task requires notifying TSA upon any change in status of FAA Form 7711-1 for current banner tow/aerial advertising operators. (Reference Appendix 5.)

2. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- Title 14 CFR parts 1, 61, and 91
- PTRS Procedures Manual (PPM)
- FAA/FS-I-8700-1, Information for Banner Tow Operations

B. Forms.

- FAA Form 7711-2, Application for Certificate of Waiver or Authorization (Figure 45-1)
- FAA Form 7711-1, Certificate of Waiver or Authorization (Figure 45-2)
- FAA Form 8000-36, Program Tracking and Reporting Subsystem Data Sheet

C. Job Aids.

- Sample letters and figures
- Figure 45-8

NOTE: Figure 45-8 is a banner tow training guide for the general type of information that is needed in training. This is not to be considered the only format or the only topics to be covered. The principal operations inspector (POI) will be the final authority of what will be required for training for his/her jurisdictional area and operators.

3. PROCEDURES.

A. Initial Contact.

(1) Provide the applicant with a copy of FAA Form 7711-2 (Figure 45-1) and a copy of instructions for completion of FAA Form 7711-2 (Figure 45-4).

(2) Advise the applicant to complete items 1 through 8 and item 15 of FAA Form 7711-2.

(3) Advise the applicant that the application must be submitted in duplicate (the original and one copy) to the FSDO at least 30 days before the planned banner tow operation or 30 days before renewal.

B. Open PTRS. Make appropriate PTRS entries.

C. Review FAA Form 7711-2. Using the information provided by the applicant and the background in section 1, review FAA Form 7711-2 for all pertinent information for the proposed banner tow operation. Accept strikeovers that are minor in nature and initialed by the applicant. Items 9 through 14 apply to airshow and air race waiver requests only.

(1) *Items 1 and 2 — Name of Organization/ Name of Responsible Person.* Ensure that the applicant has indicated the name of the organization or individual applying and the name of a person responsible for matters concerning the application.

(2) *Item 3 — Permanent Mailing Address.* Ensure that the applicant indicates the permanent mailing address of the organization or individual named in item 1.

(3) *Item 4 — 14 CFR Sections to be Waived.* Ensure the applicant has listed the sections of the regulations he/she wishes to be waived in accordance with part 91, § 91.905.

(4) *Item 5 — Description of Operations.* Determine if the applicant has indicated the type of banner tow operation to be conducted.

(5) *Item 6 — Area of Operations.* Ensure that the applicant has listed the geographical areas of the operations. For those operators that have a national base, or proposed national base of operations, it is acceptable to use "Contiguous United States" as the operational area.

(6) *Item 7 — Time Period.* Check for a beginning date and hour and an ending date and hour for the banner tow operation.

(7) *Item 8 — Aircraft and Pilots.* Check for aircraft make and model, pilot names, certificate numbers and ratings, medical certificate, and home addresses. Item 8 may be accepted with a statement such as, “A list containing aircraft and pilot information will be furnished on [applicant enters a specific date].”

(8) *Item 15 — Certification.* Ensure that the applicant has signed and dated the application.

(9) Consult the Enforcement Information Subsystem/Accident Incident Data Subsystem (EIS/AIDS) database for the accident/violation history of the applicant and/or pilots.

(10) If FAA Form 7711-2 has not been completed, perform the following tasks:

(a) Mark the application “Disapproved” and list the reasons for disapproval in the Remarks section of FAA Form 7711-2;

(b) Prepare a letter of disapproval (Figure 45-5) that includes a suspense date for submission of a corrected FAA Form 7711-2;

(c) Retain a copy of the original FAA Form 7711-2 that the applicant submitted for comparison to any subsequent applications; and

(d) Return the application and the letter of disapproval to the applicant.

(11) If FAA Form 7711-2 has been completed and the application is for initial issuance of a certificate to engage in banner tow, conduct a site inspection.

(12) If FAA Form 7711-2 has been completed and the application is not for initial issuance, prepare FAA Form 7711-1 (Figure 45-2).

D. Pre-Inspection Activities.

(1) Contact the applicant by telephone and/or letter to schedule a date and time to conduct the site inspection.

(2) Coordinate with the airworthiness unit to inspect the aircraft, aircraft records, confirm the appropriate airworthiness certificate for the proposed operation and/or aircraft modification(s) (if any), hitch, and hitch installation.

E. Conduct Site Inspection. Use the Part 91 Banner Tow Waiver Issuance and Operations Surveillance Job Aid (Figure 45-6) to conduct the site inspection. The airworthiness of the aircraft, hitch, and hitch installation must be determined by an airworthiness inspector.

(1) If the operation includes standard or restricted category aircraft, review the aircraft’s special operating limitations. During the banner tow operation, the aircraft must have a placard by the main entrance door of the aircraft. The placard must show, in letters at least 2 inches high, the operating category of the aircraft. Refer to Volume 2, Chapter 47, Issue a Certificate of Waiver for Restricted Category Civil Aircraft.

(2) If the tow hitch is not a part of an original factory installation, inspect aircraft records before initial operation to ensure that FAA Form 337, Major Repair and Alteration (Airframe, Powerplant, Propeller, or Appliance), which describes the installation of the tow hitch, is part of the aircraft maintenance records. There may also be a supplemental type certificate (STC) for this installation.

(3) Verify that all pilots of banner tow operations for compensation or hire have at least a commercial pilot certificate and at least a valid second class medical certificate. An instrument rating is not a requirement for this operation.

(4) Verify that the registration certificate, the airworthiness certificate, and any placards are on board the aircraft. If the aircraft is a restricted category aircraft, the operating limitations must also be on board the aircraft.

(5) Inspect the banner and lead pole to ensure that:

(a) The weights are secured within the lead pole and that the weights (usually lead pellets) at the bottom are secure and cannot fall out;

(b) The tow ropes are not frayed, twisted, or knotted;

(c) The banner panels and their attachments are secure;

(d) The tail flag is intact; and

(e) The attaching rope has no indication of knots and is the appropriate length for the operation.

(6) Inspect the attaching device or hitch to ensure that:

(a) The release cable mechanism operates easily and is snug to prevent premature or inadvertent release; and

(b) The hitch loop fits tightly.

(7) The certificate holder must conduct at least one pickup and drop to demonstrate pilot proficiency. The pickup and drop shall contain the maximum number of letters (panels) the operator plans to use.

(8) Ensure that each pickup and drop by a pilot meets the requirements in section 1, paragraph 5C(1) and (2).

(9) If a ground crew is used, ensure that a prearranged communication signal has been established so the ground crew can notify the pilot and/or banner tow operator of problems or malfunctions with the equipment or banner.

(10) Ensure that the pickup/drop site meets the requirements of section 1, paragraph 5C.

F. Unsatisfactory Inspection. If the site inspection is unsatisfactory:

(1) Mark the application “Disapproved” and explain the reasons for disapproval in the Remarks section of FAA Form 7711-2;

(2) Prepare a letter of disapproval (Figure 45-7) that includes a suspense date for correction of any discrepancies found during the inspection and a date for a follow-up inspection;

(3) Retain a copy of the application and the part 91 job aid for future comparison;

(4) Return the original application and the letter of disapproval to the operator; and

(5) Make appropriate PTRS entries.

G. Satisfactory Inspection. If the site inspection is satisfactory:

(1) Mark the appropriate section of FAA Form 7711-2 “Approved,” date, and sign it.

(2) Develop special provisions based on any special equipment involved, particular geographic or meteorological considerations, maximum number of letters to be used, wind limitations, and airport limitations.

(3) Prepare the appropriate sections of FAA Form 7711-1, date the form, and then submit it to the FSDO manager or designated representative for signature. The designated representative may be no lower than the unit supervisor.

H. FSDO File.

(1) Prepare the FSDO file on the applicant that includes a copy of the following documents:

(a) FAA Form 7711-1 and any special provisions;

(b) FAA Form 7711-2;

(c) Part 91 Banner Tow Waiver Issuance and Operations Surveillance Job Aid (until all PTRS entries are made, then discard);

(d) Letter of disapproval, if applicable; and

(e) Any other correspondence.

(2) Send originals of FAA Form 7711-1, the special provisions, and FAA Form 7711-2 to the operator.

(3) Notify the FAA Regional TSA Liaison ASI of the issuance in accordance with current security requirements. (Reference Appendix 5.)

I. Close PTRS. Make appropriate PTRS entries.

J. VIS. Establish part 91 operator VIS record.

4. TASK OUTCOMES. Completion of this task results in one or more of the following:

A. Issuance of a Certificate of Waiver or Authorization with attached special provisions.

B. Disapproval of an application.

C. An indication on the part 91 job aid of a satisfactory or an unsatisfactory inspection.

D. A letter of disapproval.

5. FUTURE ACTIVITIES.

A. Follow-up site inspection.


B. Reissuance of the Certificate of Waiver or Authorization.

C. TSA must be notified of all cancellations of a Certificate of Waiver or Authorization issued under § 91.311 (banner towing). This will be accomplished through the Regional FAA TSA Liaison ASI.

D. Update of part 91 operator VIS entry.

FIGURE 45-1. FAA FORM 7711-2, APPLICATION FOR A CERTIFICATE OF WAIVER OR AUTHORIZATION

No certificate may be issued unless a completed application form has been received (14 C.F.R. 91.101 and 105).

 U.S. Department of Transportation Federal Aviation Administration		<i>Form Approved: O.M.B. No. 2120-0027</i> APPLICANTS - DO NOT USE THESE SPACES	
APPLICATION FOR CERTIFICATE OF WAIVER OR AUTHORIZATION		Region	Date
INSTRUCTIONS		Action <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved - Explain under "Remarks"	
Submit this application in triplicate (3) to any FAA Flight Standards district office. Applicants requesting a Certificate of Waiver or Authorization for an aviation event must complete all the applicable items on this form and attach a properly marked 7.5 series Topographic Quadrangle Map(s), published by the U.S. Geological Survey (scale 1:24,000), of the proposed operating area. The map(s) must include scale depictions of the flightlines, showlines, race courses, and the location of the air event control point, Police dispatch, ambulance, and fire fighting equipment. The applicant may also wish to submit photographs and scale diagrams as supplemental material to assist in the FAA's evaluation of a particular site. Application for a Certificate of Waiver or Authorization must be submitted 45 days prior to the requested date of the event. Applicants requesting a Certificate of Waiver or Authorization for activities other than an aviation event will complete items 1 through 8 only and the certification, item 15, on the reverse.		Signature of authorized FAA representative [SIGNATURE OF FAA REPRESENTATIVE]	
1. Name of organization AAA AERIAL SIGN CO. INC.		2. Name of responsible person JAMES A. JOHNSON	
3. Permanent mailing address # 3 AIRPORT DRIVE SUITE 202	House number and street or route number # 3 AIRPORT DRIVE	City SPRINGFIELD	State and ZIP code FLORIDA 33033
4. FAR section and number to be waived NONE			
5. Detailed description of proposed operation (Attach supplement if needed) AERIAL ADVERTISING/BANNER TOWING			
6. Area of operation (Location, altitudes, etc.) STATES OF FLORIDA, GEORGIA AND SOUTH CAROLINA			
7a. Beginning (Date and hour) SEPTEMBER 1, 2002		b. Ending (Date and hour) AUGUST 31, 2003	
8. Aircraft make and model (a)	Pilot's Name (b)	Certificate number and rating (c)	Home address (Street, City, State) (d)
THE APPLICANT MAY SUBMIT THIS INFORMATION AT A LATER DATE, ON A SEPARATE SHEET.			

FAA Form 7711-2 (6-96) Supersedes Previous Edition

AFS Electronic Forms System - JetForm FormFlow - 12/1998

FIGURE 45-2. FAA FORM 7711-1, CERTIFICATE OF WAIVER OR AUTHORIZATION

U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION CERTIFICATE OF WAIVER OR AUTHORIZATION	
ISSUED TO <div style="text-align: center; padding: 5px;">AAA AERIAL SIGN CO. INC.</div>	
ADDRESS <div style="text-align: center; padding: 5px;"># 3 AIRPORT DRIVE SPRINGFIELD, FLORIDA 33033</div>	
This certificate is issued for the operations specifically described hereinafter. No person shall conduct any operation pursuant to the authority of this certificate except in accordance with the standard and special provisions contained in this certificate, and such other requirements of the Federal Aviation Regulations not specifically waived by this certificate.	
OPERATIONS AUTHORIZED <div style="text-align: center; padding: 10px;"> IN ACCORDANCE WITH SECTION 91.311 OF TITLE 14 OF THE CODE OF FEDERAL REGULATIONS, THE FOLLOWING OPERATIONS ARE AUTHORIZED: AERIAL ADVERTISING BANNER/ TOWING AERA OF OPERATIONS: STATES OF FLORIDA, GEORGIA, AND SOUTH CAROLINA </div>	
LIST OF WAIVED REGULATIONS BY SECTION AND TITLE <div style="text-align: center; padding: 5px;">NONE</div>	
STANDARD PROVISIONS	
1. A copy of the application made for this certificate shall be attached to and become a part hereof. 2. This certificate shall be presented for inspection upon the request of any authorized representative of the Administrator of the Federal Aviation Administration, or of any State or municipal official charged with the duty of enforcing local laws or regulations. 3. The holder of this certificate shall be responsible for the strict observance of the terms and provisions contained herein. 4. This certificate is nontransferable.	
NOTE---This certificate constitutes a waiver of those Federal rules or regulations specifically referred to above. It does not constitute a waiver of any State law or local ordinance.	
SPECIAL PROVISIONS	
Special Provisions Nos. <u> 1 </u> to <u> 11 </u> inclusive, are set forth on the reverse side hereof. <div style="text-align: right; padding-right: 50px;"> "See Attached" <input type="checkbox"/> </div>	
This certificate is effective from <u> SEPTEMBER 1, 2002 </u> to <u> AUGUST 31, 2004 </u> , inclusive, and is subject to cancellation at any time upon notice by the Administrator or his authorized representative.	
BY DIRECTION OF THE ADMINISTRATOR	
<div style="text-align: center; padding: 10px;"> SOUTHERN _____ (Region) </div> <div style="text-align: center; padding: 10px;"> SEPTEMBER 1, 2002 _____ (Date) </div>	<div style="text-align: center; padding: 10px;"> [SHOULD BE SIGNED BY THE FSDO MANAGER, (Signature) BUT MAY BE DELEGATED] </div> <div style="text-align: center; padding: 10px;"> _____ (Title) </div>

FIGURE 45-3. SAMPLE OF SPECIAL PROVISIONS FOR BANNER TOW OPERATIONS

Modification or development of new provisions may be required. The following special provisions are approved for use by the Flight Standards, General Aviation and Commercial Division.

1. All banner tow operations shall be conducted in VFR weather conditions as required by 14 CFR part 91, § 91.155. Operations shall be conducted only between the hours of official sunrise and official sunset.
2. The certificate holder shall obtain the airport manager's approval to conduct banner tow operations at that respective airport.
3. If the airport involved has an FAA control tower, the holder shall coordinate all banner tow operations and operate in coordination with the FAA control tower during banner tow operations.
4. Appropriate airport officials will be notified in advance when banner tow operations will be in close proximity to an uncontrolled airport.
5. Tow attachment and release mechanisms on the aircraft shall be approved by the FAA.
6. A thorough inspection of the aircraft and special equipment shall be made prior to each day's operation.
7. Only essential crew members will be carried during banner tow operations.
8. When banner tow operations are conducted around congested areas, due care will be exercised so that, in the event of emergency release of the banner and/or tow rope, it will not cause undue hazard to persons or property on the surface.
9. Banner pickup or banner drop should be in a predesignated area not closer than 500 feet to taxiways, runways, persons, buildings, parked automobiles, and other aircraft whenever possible. If the tow plane lands with the banner attached, due care should be exercised to avoid obstacles and endangering other aircraft in the air or persons, property, or aircraft on the surface.
10. Only the aircraft on the attached list may be used under the terms of this certificate while being flown by the pilot(s) listed. The certificating FSDO must be notified in writing of any changes to the attached lists at least 5 days in advance of the first date the aircraft or pilot is scheduled to operate.
11. For nonrevenue flights, the pilot of the tow aircraft shall hold at least a valid private pilot certificate and have a minimum of 200 hours PIC time.
12. For operations outside the geographic area of the issuing FSDO or operating in another FSDO's jurisdiction under a "Contiguous United States" authorization, the operator will coordinate with the appropriate jurisdictional FSDO in advance. If there are special provisions for the added geographic area, those provisions will be added to those originally issued by the original certificating FSDO. The operator will comply with all special provisions attached to its authorization.
13. A current copy of the following is to be carried onboard all aircraft:
 1. Certificate of Waiver or Authorization, and
 2. List of all approved pilots and aircraft.
14. For helicopter banner tow operations, add the following:

The provisions of § 91.119(d) are not applicable when operating under the terms of this waiver. Operations over congested areas or open air assemblies of persons must not be lower than 1,000 feet above the highest obstacle within a horizontal radius of 2,000 feet and operations elsewhere shall be in compliance with § 91.119(c).
15. All operations must be conducted in compliance with current NOTAMS and/or waivers issued by the FAA or the Transportation Security Administration (TSA).

FIGURE 45-4. INSTRUCTIONS FOR COMPLETION OF FAA FORM 7711-2

PREPARING FAA FORM 7711-2.

Items from FAA Form 7711-2 are explained below for the purpose of uniformity of use. However, not all items on the form may be applicable to the application request for the banner tow operation. Items 9 through 14 apply to airshow and air race waiver requests only.

- a. Items 1 and 2, Name of Organization/Name of Responsible Person. If you are a representative of an organization, the organization's name should appear in Item 1. Your name and title or position as the organization's representative, for application purposes, should appear in Item 2. If you are not representing an organization, the term "N/A" should be entered in Item 1 and your name in Item 2.
- b. Item 3, Permanent Mailing Address.
- c. Item 4, FAR Section and Number to be Waived. Enter "NONE."
- d. Item 5, Detailed Description of Proposed Operations. It is sufficient to use the term "aerial advertising/banner tow operations" for a description. However, additional information may be included.
- e. Item 6, Area of Operation. Identify the geographic areas of the intended banner tow operation.
- f. Item 7, Time Period. List the beginning dates and hours and ending dates and hours when the banner tow operations will be conducted. The maximum time period for operations is 24 calendar-months. The application should be submitted to the FSDO at least 30 days before the beginning date of the banner tow operation. If the application is for a one-time banner tow operation, it is advisable to request an alternate date for the operation. Alternate dates should be listed in this item. (If there are any questions, please contact the FSDO.)
- g. Item 8, Aircraft Make and Model. List the names of all pilots, their certificate numbers, ratings, and home addresses, and the makes and models of all aircraft that will be used in the banner tow operation. If the type of aircraft and/or the names of the pilots are not known at the time the application is submitted, the FAA will accept the application with the statement, "A list containing aircraft and/or pilot information will be furnished on [date]."
- h. Item 9, Sponsorship. Not required.
- i. Item 10, Permanent Mailing Address of Sponsor. Not required.
- j. Item 11, Policing. Not required.
- k. Item 12, Emergency Facilities. Not required.
- l. Item 13, Air Traffic Control. Not required.
- m. Item 14, Schedule of Events. Not required.
- n. Item 15, Certification. As the applicant or an organization's representative, you must sign in this block and on each page of the application.

FIGURE 45-5. SAMPLE LETTER OF DISAPPROVAL OF AN APPLICATION

FAA Letterhead

[*date*]

[*name of applicant*]

[*address of applicant*]

[*city, state, zip code*]

Dear [*name of applicant*]:

This letter is to inform you that the application you submitted on [*date*] has been disapproved for the reasons listed in the Remarks section of FAA Form 7711-2.

Please make the corrections noted and return to this office within 15 days of receipt of this letter.

If you have any questions or comments, please feel free to contact this office at [*telephone number*].

Sincerely,

[*POI's signature*]

FIGURE 45-6. PART 91 BANNER TOW WAIVER ISSUANCE AND OPERATIONS SURVEILLANCE JOB AID

Operator Name _____
 Base of Operation _____
 Name of Pilot _____
 Certificate Number _____
 Aircraft Type _____ Aircraft N-number _____
 Initial Application _____ Surveillance _____ Date Completed _____

Check		S	U	N/A
1. FSDO Application File				
a. Verify that all aircraft are listed in the waiver (make/model and N-number) (Use back of job aid if additional space is required.)				
Make/Model	N-number			
Make/Model	N-number			
Make/Model	N-number			
Make/Model	N-number			
Make/Model	N-number			
b. Verify that all pilots are listed in the waiver (certificate type and number) (Use the back of job aid if additional space is required.)				
Certificate Grade	Number			
Certificate Grade	Number			
Certificate Grade	Number			
Certificate Grade	Number			
Certificate Grade	Number			
c. Verify that aircraft and pilots used are listed on the waiver.				
2. Check Pilot/Operator				
a. Certificate appropriate to operation				
b. Medical certificate appropriate to the certificate				
c. Enforcement Information Subsystem/Accident Incident Data Subsystem (EIS/ AIDS) checked				
3. Aircraft Inspection				
a. Manual				
b. Certificate and documents				
Registration				
Airworthiness				
Special Limitations (Restricted)				
c. Hitch and release mechanism				
d. Hitch installation documentation				
e. Sign mounting and light operation				
f. Placards (Restricted category)				

REMARKS:

FIGURE 45-7. SAMPLE LETTER OF DISAPPROVAL

FAA Letterhead

[*date*]

[*name of applicant*]

[*address of applicant*]

[*city, state, zip code*]

Dear [*name of applicant*]:

This letter is to inform you that the following discrepancies were found during the facility inspection conducted at your facility on [*date*].

[List all the discrepancies found during the inspection.]

Please correct the discrepancies noted above within 30 days of receipt of this letter. After correction of the discrepancies, please contact this office to schedule a follow-up inspection.

If you have any questions or comments, please feel free to contact this office [*telephone number*].

Sincerely,

[*POI's signature*]

FIGURE 45-8. BANNER TOW OPERATIONS JOB AID

BANNER TOW PILOT TRAINING		
NAME OF OPERATOR:		PILOT'S NAME:
GROUND		
Aircraft Type		
	Date	Instructor
Fuel System		
Aircraft Speeds		
Preflight Procedures, including:		
Banner procedures		
Release mechanism		
Banner assembly and layout		
Part 91		
Part 61		
Certificate of Waiver Special Provisions		
FLIGHT		
Full Stalls (if appropriate)		
Flight at Critically Slow Airspeeds		
Banner Pickup/Banner Drop (Takeoff with banner attached, if appropriate)		
Emergency Procedures		
1) Failure of banner release system		
2) Loss of rudder control		
3) Partial power loss		
4) Engine failure with banner		
Total Ground Hours		
Total Flight Hours		
Pilot's		Instructor's
Signature _____		Signature _____
Date _____		Date _____
Certificate No. _____		Certificate No. _____